

# **A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT**

## **Department of Highways Professional Services Procurement Bulletin 2014-08 Environmental Investigations & Remediation**

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

### **I. PROJECT DESCRIPTION**

This statewide contract is to provide necessary Environmental Investigations and Remediation services to bring and maintain KYTC facilities into favorable environmental compliance.

### **II. PROJECT INFORMATION**

Project Manager – Craig Craig, PG  
User Division – Environmental Analysis (DEA)  
Approximate Fee – \$2,000,000 per contract (Upset Limit)  
    Projects to be assigned by Letters of Agreement  
    Letters of Agreement not to exceed \$100,000  
    One (1) Consultant to be selected for each region  
    Two (2) year contract term  
Project Funding – State Funds

### **III. PURPOSE AND NEED**

Our mission is to bring and maintain the KYTC facilities into environmental compliance status as stipulated in the 1992 Memorandum of Agreement between KYTC and EEC. In order to achieve this, the Division of Environmental Analysis is responsible for Site Assessment Studies and development of corrective action/remediation and management plans. Additional staff and specific regulatory knowledge is needed periodically to accomplish this objective to keep or bring these facilities into environmental compliance. Each Consultant will be asked to perform such studies and develop and implement the above-mentioned plans along with providing regulatory and compliance knowledge through the environmental compliance process.

### **IV. DBE REQUIREMENT**

None

### **V. AVAILABLE STUDIES**

An Alphabetical list of County Maintenance Facilities is provided at:

<http://transportation.ky.gov/Maintenance/Pages/Highway-Districts.aspx>

Phase I and Phase II ESA's, Environmental Audits, Remediation reports will be available for the selected consultants.

## **VI. SCOPE OF WORK**

The selected consultant will be required to provide Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response Compensation and Liability Act (CERCLA) based site assessments, evaluations, characterizations and remediation plans and control compliance reviews in accordance with RCRA, CERCLA, KY Underground Storage Tank (UST) regulations, the Clean Water Act and the US Environmental Protection Agency (EPA). This includes sampling, reporting, remediation and other environmental concerns.

## **VII. SPECIAL INSTRUCTIONS**

Due to the potential volume and scope of work involved, two (2) number one consultant firms may be selected. The contract period is each firm receiving a two (2) year contract. Contracts will have an upset limit of \$2,000,000. Once the upset limit is reached or the two year term has expired, services will be re-advertised and no additional work assignments will be made under this contract. Contracts will not be modified to increase upset limit or extended for time to assign new work. No letters of agreement shall exceed \$100,000, unless authorized by the State Highway Engineer.

Two (2) regional divisions will be shown for the state, and the consultant should note in the proposal which regions that they can adequately cover with the specified personnel. The two (2) regions are denoted as follows:

Region 1: Districts 1, 2, 3, 4, 5 and 6

Region 2: Districts 7, 8, 9, 10, 11 and 12

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

## **VIII. PREQUALIFICATION REQUIREMENTS**

To respond to this project, the proposed consultant project team must be prequalified in the following areas prior to the date of this advertisement.

### **ENVIRONMENTAL & UST/HAZMAT**

- Hazmat Preliminary Site Assessment (Phase I)
- Hazmat Site Recon/Sampling (Phase II)
- Hazmat Remediation Services
- UST Preliminary Site Assessment
- UST Site Remediation Services

## **IX. PROCUREMENT SCHEDULE**

Dates other than Response Date are tentative and provided for information only.

RESPONSE DATE • Wednesday, March 5<sup>th</sup>, 2014 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • March 11<sup>th</sup>, 2014

FINAL SELECTION COMMITTEE • March 26<sup>th</sup>, 2014

CONTRACT SCOPING CONFERENCE • April 2<sup>nd</sup>, 2014

NOTICE TO PROCEED • June 1<sup>st</sup>, 2014

#### **X. PROJECT SCHEDULE**

Individual project schedules will be by letter agreement on a project by project basis.

COMPLETION OF ALL SERVICES – June 30, 2016

#### **XI. EVALUATION FACTORS**

1. Relative experience of consultant personnel assigned to project team with highway projects for KTC and/or for federal, local or other state governmental agencies. (10 Points)
2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (10 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (10 Points)
5. Consultant's offices where work is to be performed. (2 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

#### **XII. SELECTION COMMITTEE MEMBERS**

1. Craig J Craig, PG, User Division
2. O'Dail Lawson, User Division
3. Tim Pyles, PE, Secretary's Pool
4. Diana Radcliffe, PE, Secretary's Pool
5. David Eaton, Governor's Pool